

New England Region

Quarterly Report

May – July, 2001

Contract Number N01-LM-1-3518

Table of Contents

Highlights (Executive Summary)

I. Basic Network Programs

A. Resource Sharing

B. Communications and Publicity

C. Regional Advisory Committee

II. Outreach Programs

A. Outreach to Health Professionals and Information Providers

B. Exhibits

C. Outreach to Consumers

III. Staff

IV. Appendices

Executive Summary –

After learning that the University of Massachusetts Medical School had won the New England Region's RML contract in late April, the first quarter of the contract was a time of high energy and activity. From selecting office space to hiring staff, start-up activities included mundane and exciting (and sometimes stressful) planning and decisions. The implementation group was formed (Martin, Sibley, Crespo, Klejmont).

One of the first activities was attending the RML program's annual meeting at the Medical Library Association conference in Orlando, FL. It was very helpful for staff to meet and interact with new colleagues during the meetings there.

The first quarter has been a time for building the team (six of seven staff members were hired), developing office space (locating furniture and equipment to meet staff needs) and learning about our new jobs and colleagues. We have referred on a daily basis to the Technical Proposal which is providing a useful roadmap for implementation of new programs for the region.

Timeline of Activities –

April 20 : Notification of Contract award by NLM

May 1 : Announcement of the award to the New England Region

May 1 : Site visit of potential office space with UMass Facilities (Martin, Sibley)

May 11 : Hiring of Sibley, Crespo

May 16 : Conference call with NNO, UConn, UMass personnel

May 17 : Select furniture in warehouse for offices

May 24-30 : Attend Medical Library Association/RML meeting (Martin, Sibley, Crespo, Klejmont)

June 1 : Move into space (Sibley, Crespo)

June 1 : Hiring of Klejmont

June 11 : DOCLINE, SERHOLD questions referred to UMass staff

June 14 : Conference call : Acton, Liederman, Sibley

June 15 : New RML websites, electronic lists up/live at UMass

June 19 : Meeting with UMass IS regarding networking issues

June 21 : Staff party for Sibley, Crespo, Klejmont

June 22 : Conference call regarding contract issues/questions : Reddin, Sibley

June 25 : Meeting with UConn staff regarding RML activities (Arcari, Levine, Martin, Sibley)

July 5 : Meeting to plan RAC organization (Martin, Sibley)

July 6-13 : RAC Committee chairs and members invited to participate (Sibley)

July 16 : Hiring of Goldstein

July 19 : Hiring of Nicole Vernon

July 23 : Hiring of Rebecca Chlapowski

July 27 : Attend retirement party for M. Levine, UConn (Sibley)

Basic Network Programs Resource Sharing

There were 64 DOCLINE-related questions answered via phone calls and e-mails.

Two new members were created in DOCUSER.

There were 60 routing table change requests approved.

There were three changes made to Resource Libraries : Tougas VA (Maine) was removed; Massachusetts College of Pharmacy in Worcester and Massachusetts General Hospital in Boston were added.

Mailed copies of sample Information Access and Systems grants to Ellen Hall, University of Vermont and Jean Slepian, Stoddard Hospital, New Hampshire.

Communications and Publicity

A press release was developed in conjunction with the NNO and UMass Worcester's Public Relations office. The press release was sent to media outlets throughout New England by the Public Relations office. Announcements were sent to library related electronic lists in New England as well.

A transitional plan conference call was held in May. Participants included staff from the National Network Office, staff from the University of Connecticut and staff from University of Massachusetts Medical School. During the call, it was agreed that UMass personnel would cover two national conferences and two state level activities during June and July. It was also agreed that the new RML would take on responsibility for all regional electronic lists and websites.

An entirely new NER website was developed and released on June 15. Additionally, websites for several regional groups were moved to The Lamar Soutter Library's server. Websites for the following groups were moved : North Atlantic Health Science Libraries (NAHSL), Connecticut Association of Health Sciences Librarians (CAHSL), Massachusetts Health Sciences Library Network (MAHSLIN), Southeastern Massachusetts Consortium of Health Sciences Libraries (SEMCO), Health Sciences Libraries of New Hampshire and Vermont (HSL- NH/VT), Health Science Libraries and Information Consortium of Maine (HSLIC), and Association of Rhode Island Health Sciences Libraries (ARIHSL).

Electronic lists were set up for the region (NAHSL-L) and for five state organizations (Massachusetts – MAHSLIN-L; Connecticut – CAHSL-L; New Hampshire/Vermont – HSLNHVT-L ; Maine – HSLIC-L; and, the Network's DOCLINE discussion group – NNLMDOC-L).

Nineteen (19) messages were distributed on the newly created NAHSL-L@list.umassmed.edu electronic list.

Logo products were selected, ordered and received for use and distribution at conferences.

The NN/LM toll free number was transferred to a UMass phone extension (508-856-5979) and phone calls were accepted beginning in June.

Sibley, Crespo and Goldstein participated in teleconferences sponsored by the NNO for the Consumer Health Information Coordinators and the Network Coordinators.

RAC

The Regional Advisory Committee (RAC) plan was developed. Based on the plan included in the Technical Proposal, the RAC is comprised of five committee chairs and two "at large" members. Each committee's membership will have representatives from each state in New England and each type of library, whenever possible. The nominees for each committee chairmanship were selected and contacted in early July. All nominees accepted the positions willingly and with energy. Several committee members have been selected and contacted; others will be nominated by state groups. The first RAC meeting has been scheduled in September.

Outreach Program

The NER office worked during this first quarter to develop contacts in and around New England. Additionally, a few sessions which were scheduled by the UConn office were attended and taught by UMass RML staff. This gave UMass staff an immediate need to be in the community with a high comfort level with NLM databases and products. Since the staff of the UMass RML office are known to regional members as colleagues, calls to the office began almost immediately, with requests for information, requests for scheduling classes, and requests for funding opportunities.

Direct Outreach to Health Professionals and Information Providers

The following training programs and meetings were held :

Rhode Island Library Association, June 7, RI (Crespo)

Site visit to AIDS/HIV Home Care Supervisor, VNA, Worcester, MA, June 29 (Crespo)

Exhibits

Local meetings attended

ARIHSL Dinner, June 20, Newport, RI (Sibley)

Regional meetings attended

None.

National meetings attended

Medical Library Association, May 25-30, Orlando FL (Martin, Sibley, Crespo, Klejmont)

EnTech '01, June 11-14, Atlantic City, NJ (Crespo)

American Veterinary Medical Association, July 13-17, Boston, MA (Sibley, Crespo, Carol Elmore, Melinda Saffer, Sandy Oelschlagel)

Outreach to Consumers

Five reference questions were answered.

Staff Activities

In addition to the activities outlined in this report, staff who were Lamar Soutter Library personnel (Sibley, Crespo, Klejmont) completed tasks and projects which were underway.

Crespo completed a project to install information kiosks in Clinical sites around the Worcester area. This involved selecting the kiosk, selecting the consumer health materials to be highlighted, working with Information Services to install the kiosk and training staff onsite in its use. Klejmont completed work on a library website and provided maintenance to library web servers. Vernon provided support and back-up to her former department as they completed the financial year-end close for the Facilities Department. Sibley completed the work of the Library's Search and Screen Committee new hires and provided electronic copies of library job descriptions to other library staff for archival records, introduced the process for maintaining and reporting library statistics to other library staff, shared documentation on the process for licensing of electronic materials and files to other library staff and completed assigned work for an Administrative Staff Customer Service Group.

In addition :

Sibley has been active on the Local Arrangements Task Force for the IFLA conference in Boston for the past three years as a member of the Hospitality Task Force. Two planning meetings were held during the quarter.

Martin, Sibley, Crespo and Klejmont attended the Medical Library Association meeting in Orlando, FL in May.

At MLA, Sibley attended the Grants and Scholarship Committee meeting and coordinated the schedule for the G&S Booth.

At MLA, Sibley attended the Chapter Council meeting as the NAHSL alternate representative.

At MLA, Crespo presented a poster session : Crossing the Health Information Divide.

Sibley attended her final Central Mass. Regional Library System Executive Board meeting in Shrewsbury, MA.

Sibley attended her final Boston Library Consortium (BLC) Cooperative Collections Committee meetings and conducted her final BLC Biology/Neurosciences subcommittee meeting.

Sibley conducted the quarterly Massachusetts Health Sciences Librarians Network Board (MAHSLIN) meeting at UMass.

Sibley attended the quarterly North Atlantic Health Sciences Librarians Board meeting at UMass, representing the Bylaws Committee, MLA Chapter Council and the new RML.

Sibley attended the annual Massachusetts Consortium of Chief Librarians in Public Higher Education Institutions (MCCLPHEI) retreat, representing the Lamar Soutter Library.

Appendices :

Statistics Report from nnlm.gov/staff/contacts database, May 1 – July 31, 2001

Quarterly report of accomplishments made during Q1, 2001 – Klejmont

Quarterly report of accomplishments made during Q1, 2001 – Crespo

Press Release for new NER RML office and sample publications in which it appeared (3)

Grateful Med Training Workshop, MBL/WHOI Library training session, May 29, 2001 list of attendees and evaluations

Presentation packet – handouts to be used with presentations to state organizations (slide presentation, RML staff information, RAC committee charges and membership list)